

HOUSING WORK PLAN



As is required by all cities and counties in the State of California, Placer County's General Plan includes a Housing Element. Placer County's Housing Element was adopted in October 2013 and is in place through October 2021. In order to assist in focusing on the tasks necessary to meet Placer County's housing obligation and also to ensure Placer County has sufficient supply to house its residents, support desired economic development and offset associated transportation-related environmental impacts, the County Executive Office leads a multi-disciplinary "Housing Unit" to approach the housing challenge from many angles. The "Housing Unit," including representative staff from the County Executive Office, Economic Development, Community Development, Facilities Management, and Health and Human Services, is dedicated to finding ways to getting more affordable housing constructed throughout unincorporated Placer County.

On April 4, 2017, the County Board of Supervisors expressed its support to implement a variety of housing strategies — a "menu" — that could be adapted for different parts of the county based on varying priorities and needs. On August 8, 2017 the Board authorized the implementation of the FY 2017-18 Annual Housing Work Plan. Notable accomplishments completed as part of the FY 2018-19 Work Plan are included later in this document.

In order to align the Work Plan with the annual budget process, the Housing Unit recommends aligning the FY 2019-20 document with the fiscal year, and has worked bring forward yet to be completed tasks from the previous plan and add new Board priority tasks into this FY 2019-20 Annual Housing Work Plan. The document is organized around implementation of the nine Housing Element goals, and also approaches performance measures associated with the Board of Supervisors Strategic Planning Priority on "Diversity of Achievable Housing throughout the County." Each task indicates staff time and funding expected to be allocated to each task, the funding source, and planned timeline for completion and outcomes.

2013 – 2021 PLACER COUNTY HOUSING ELEMENT GOALS

- »**Goal A** – To provide new housing opportunities to meet the needs of existing and future Placer County residents in all income categories
- »**Goal B** – To encourage construction and maintenance of safe, decent and sound affordable housing in the County
- »**Goal C** – To promote housing opportunities that meet the specific needs of residents and workers in the Tahoe Basin
- »**Goal D** – To improve the County's existing stock of affordable housing
- »**Goal E** – Preserve at-risk units within the unincorporated County
- »**Goal F** – To meet the housing needs of special groups of County residents, including a growing senior population, large families, single mothers, farmworkers, persons with disabilities, and persons and households in need of emergency shelter
- »**Goal G** – To increase the efficiency of energy use in new and existing homes with a concurrent reduction in housing cost for Placer County residents
- »**Goal H** – To assure equal access to safe and affordable housing for all persons regardless of age, race, religion, color ancestry, sex, national origin, disability, familial status, or sexual orientation
- »**Goal I** – To ensure that Housing Element programs are implemented on a timely basis and progress of each program is monitored and evaluated regularly



KEY PROVISIONS OF THE HOUSING PROGRAM WORK PLAN

Consistent with the adopted 2013-2021 Housing Element and the Strategic Plan priority to create a “Diversity of Housing throughout the County,” the Housing Unit has established the following key provisions for the Work Plan:

- Increase the availability of a mix of housing types in the County for existing and future residents, students, and employees whose income cannot support the cost of housing in the County;
- Improve the County’s overall employment growth by assisting County employers in reducing critical labor shortages of skilled workers in part driven by a lack of available housing; and
- Reduce vehicles mile traveled (VMT) by shortening commute distances for those who commute into Placer County for education or work, but who otherwise live elsewhere.

WHAT IS AFFORDABLE?

The 2013 Housing Element defines Affordable Housing as follows:

Affordable Housing: Under State and federal statutes, housing which costs no more than 30 percent of gross household income. Housing costs include rent or mortgage payments, utilities, taxes, insurance, homeowner association fees, and other related costs. The Tahoe Regional Planning Agency (TRPA) defines affordable housing as deed-restricted housing to be used exclusively for lower-income households (income not in excess of 80 percent of the county’s median income) and for very low-income households (income not in excess of 50 percent of the county’s median income), and with costs that do not exceed recommended state and federal standards.

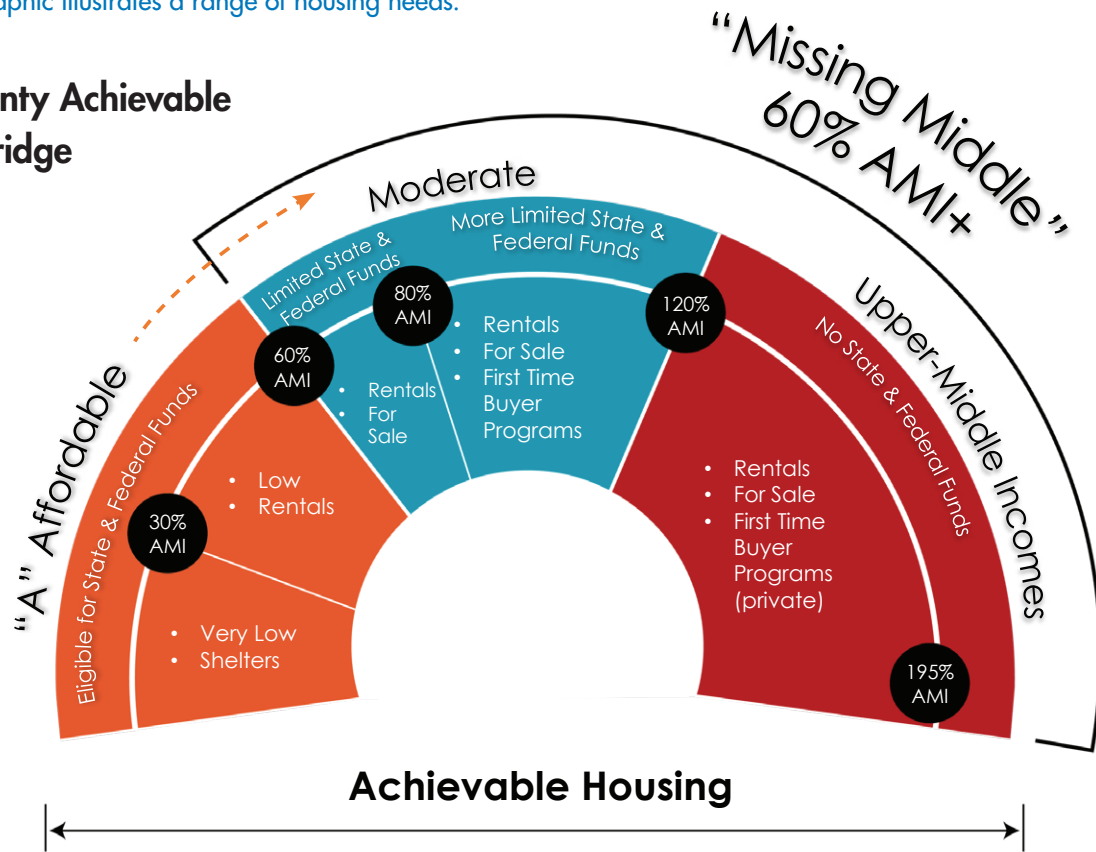
The Mountain Housing Council of Tahoe Truckee has put forward a policy recommendation to more accurately define the range of housing needs in the Tahoe-Truckee area. Achievable Local Housing, as named, would range from the traditional affordability levels of very low and low (up to 80% of area median income) up to households earning between 80% - 195% of area median income levels. Following the Mountain Housing Council policy recommendations, TRPA adopted the Achievable Housing definition for single or multi-family residential development with a range of Achievable incomes based on the area median incomes of Tahoe-area counties. The table below shows TRPA’s housing categories based on AMI percentages as of June 2018.

TRPA Placer County Maximum Area Median Income Percentages

Affordability Level	Income Caps (Based on Area Median Percentage)
Affordable	80%
Moderate	120%
Achievable Cap (Multi-Family)	130%
Achievable Cap (Single-Family)	205%

The following graphic illustrates a range of housing needs.

Placer County Achievable Housing Bridge



HOUSING PROGRAM WORK PLAN COMPONENTS

Under a focused approach toward affordable housing development, the County is setting the foundation necessary to succeed in achieving its Housing Element goals. The four Components and their associated tasks outlined below are expected to be completed in this next fiscal year.

These tasks will assist in facilitating the development of higher density and multifamily development for moderate and lower income earners in areas where adequate infrastructure and public services are available, and applied in a manner that preserves and protects community identity and culture.

Planning & Research

Support development of achievable housing on available land within reasonable proximity to transit, job centers and commercial cores.

Est. Staff 1.15 FTE

Est. Project Cost:
\$400,000
(\$250,000 from
grant funds)

Incentives & Regulations

Reduce constraints on the development of achievable housing by supporting a mix of housing types for a mix of household incomes.

Est. Staff 1.57 FTE

Est. Project Cost:
\$283,000

Funding and Resources

Develop and support a reliable housing financing fund and investment strategy.

Est. Staff 1.18 FTE

Est. Project Cost:
\$535,000
(\$500,000 from
grant funds)

Legislative Advocacy, Strategic Relationships, Community Engagement

Encourage partnerships and outreach to inspire innovation and support of safe achievable housing for Placer County residents.

Est. Staff .84 FTE

Est. Project Cost: \$95,000

NOTABLE HOUSING PROGRAM WORK PLAN ACCOMPLISHMENTS

FY 2017-18 accomplishments:

- County Executive Office established a multi-departmental Housing Unit that includes staff from the County Executive Office, Economic Development, Community Development, Facilities Management, Public Works, and Health and Human Services. The purpose of the unit is to coordinate efforts to increase the supply of affordable housing in support of businesses and employment opportunities
- Community Development Resource Agency implemented a new Housing and Economic Development Unit and hired a Principal Planner to oversee programs
- Board of Supervisors included a housing-focused Critical Success Factor, "Diversity of Achievable Housing Throughout the County," as a priority in its annual Strategic Plan
- Board of Supervisors approved in August 2017 first annual Housing Work Program, which set forth preferred strategies for affordable housing priorities for the Fiscal Year 2017-18
- Updated legislative platform to include housing and homeless initiatives
- Contributed funds to the Mountain Housing Council
- Participated in Mountain Housing Council Tiger Teams on Housing Policy, Fees, and Housing Opportunity Sites
- Attended Study Mission to Vail Colorado to learn about housing solutions
- Completed Affordable Housing In-Lieu Fee Studies
- Amended Secondary Dwelling Ordinance to bring into conformance with changes in state law
- Completed Tahoe and South Placer Economic and Housing Profile reports
- Assessed Eastern Placer second homeowner interest in seasonal housing placement program
- Approved Use Permit to allow Emergency Shelter to continue operation at Placer County Government Center
- Prepared a Comprehensive Housing Resources guide which includes temporary, emergency and permanent housing resources
- Entered into Option Agreement with Mercy Housing to provide 79 units of affordable housing at the Placer County Government Center
- Completed inventory and map of public and private land
- Implemented tracking and monitoring tool for projects with affordable housing obligations
- Purchased an 18-unit apartment complex for low-income residents
- Purchased 2 homes for persons with mental illness enrolled in Whole Person Care
- Secured \$16.3 million grant for 56 units of workforce housing, expansion of transit services and trails for the Schaffer's Mill project in Tahoe area
- Implemented respite program for discharged local hospitals for individuals enrolled in Whole Person Care
- Initiated Zoning Text Amendment for Tiny Houses
- Completed Existing Conditions analysis of housing availability and future needs
- Developed Site Evaluation Tool to evaluate achievable housing sites
- Completed jurisdictional comparison report to review other cities and counties successful housing programs and policies
- Prepared recommendations for future policy and procedural updates in support of a mix of housing types for a mix of household incomes
- Submitted a CDBG Application to the State Department of Housing and Community Development for Owner Occupied Rehabilitation funding
- Worked with eastern Placer County-based stakeholders to assess options for a second homeowner rental program

NOTABLE HOUSING PROGRAM WORK PLAN ACCOMPLISHMENTS CONT.

FY 2018–19 accomplishments:

- Board of Supervisors approved Purchase and sale agreement for the Nahas Property on Dollar Hill in Tahoe City to potentially develop achievable housing for local residents of all income ranges
- Board of Supervisors selected Related-Pacific as the developer for the potential Dollar Creek Crossing “Achievable” housing project on the Nahas property to increase the supply of a full range of housing in eastern Placer County
- Board approved Placer County Government Center Master Plan, including the approval for a 79-unit affordable housing project
- Awarded No Place Like Home funding in support of Placer County Government Center (Mercy) 79-unit affordable housing project
- BOS approved North Auburn (Mercy) Affordable Housing Funding Plan
- Pursued permanent supportive housing property acquisition in North Lake Tahoe
- Prepared revisions to policies, ordinances, regulations, and procedures that may unnecessarily add to the cost or delay of housing development
- Analyzed second homeowner program options in support of long term rentals for the Tahoe region, including possible seasonal subsidy and registry matching service (e.g. Landing)
- Approved contract with environmental consultant to prepare necessary environmental review of proposed revisions to design standards, policies, ordinances and housing review processes
- Prepared update of residential fee and fee waiver/deferral ordinance
- Approved 3 projects with an Affordable Housing Density Bonus option
- Secured grant funding to create a pilot program to offset county permit and impact fees for development of Accessory Dwelling Units for eastern Placer County
- Secured funding from HCD to fund Civic Sparks Fellow that will assist on site CDRA with housing programs and tasks related to State SB 2 and SB 3 objectives
- Prepared a Comprehensive Housing Resources guide which includes temporary, emergency and permanent housing resources
- Awarded \$500,000 First Time Homebuyer grant
- Created the Western Placer Housing Stakeholder Group

Ongoing accomplishments:

- Monitor and track existing affordable housing obligations of approved projects; existing deed restricted units; Housing Opportunity Sites; RHNA Targets
- Monitor and oversee deed-restricted affordable housing units including multifamily, single family, accessory dwelling, and senior assisted living (396 since 2017–2018 FY)
- Process First Time Homebuyer loans using HOME Program Income (completed two in 2017–2018 FY and one in 2018–2019 FY)



FY 2019–20 HOUSING PROGRAM WORK PLAN TASK DETAIL

Component 1—Planning & Research

	Task	Est. FTE	Est. Costs*	Est. Timeline	Responsible Agency/ Funding Source
1.1	Analyze internal and external institutional structure of housing staff and resource	.2	N/A	June 2020	CEO
1.2	Continue to partner with TRPA and review and recommend changes to Basin regulations and plans that will reduce restrictions on affordable workforce and employee housing	.1	N/A	June 2020	CEO and CDRA
1.3	Assist Mercy Housing in construction of 79 affordable units	.1	N/A	June 2020	DFM and CDRA/ General Fund
1.4	Kick Off 2021 Housing Element Update by working with SACOG on RHNA, preparing scope of work and public outreach strategy	.2	\$25,000	June 2020	CDRA/General Fund
1.5	Update the Housing Element & General Plan	.05	\$375,000	August 2021	CDRA
1.6	Assist with preparation of the Sunset Area Plan/Placer Ranch Specific Plan with regards to affordable housing obligation	.1	N/A	June 2020	CEO and CDRA
1.7	Assist with the processing of the Kings Beach Commercial Center and support the development in meeting the employee housing obligation	.1	N/A	June 2020	Economic Development, DFM, CEO, CDRA, Applicant/General Fund
1.8	Continue to monitor and track: <ul style="list-style-type: none"> Existing affordable housing obligations of approved projects Existing deed restricted units Housing Opportunity Sites RHNA Targets 	.01	N/A	Ongoing	CDRA/General Fund
1.9	Participate in Mountain Housing Council "Next Entity"	.03	N/A	June 2020	CEO/MHC Partners
1.10	Tourism Master Plan Update to include Workforce Housing chapter	.01	N/A	December 2019	CEO/NLTRA
1.11	Assist with public meetings, development of an RFP to affordable housing developers, environmental review and permit processing for Board identified priority projects	.25	N/A	Ongoing	CEO and CDRA/General Fund and HTF

*Net new County costs

Housing Element Performance Goal(s): A, B, C, D, E, F, H and I

Component 2—Incentives & Regulations

	Task	Est. FTE	Est. Costs*	Est. Timeline	Responsible Agency/ Funding Source
2.1	Plan proposed housing amendments and environmental review: a) Prepare revisions to design standards as appropriate to allow maximum design flexibility. b) Work with environmental consultant to prepare necessary environmental review of proposed revisions to design standards, policies, ordinances and housing review processes (Estimated to take 18 months to complete review)	.25	\$273,000	June 2020	CDRA/General Fund
2.2	Adopt and process revisions to policies, ordinances, regulations, and procedures that may unnecessarily add to the cost or delay of housing development	.5	N/A	March 2020	CDRA/General Fund
2.3	Initiate process improvements to the development review process to streamline the approval process for achievable housing projects	.1	N/A	June 2020	CDRA/General Fund
2.4	Continue to analyze second homeowner rental program in support of long term rentals for the Tahoe region, including possible seasonal subsidy and registry matching service (e.g. www.thelanding.com)	.02	\$10,000	June 2020	CEO/CDRA General Fund
2.5	Prepare update of residential fee and fee waiver/deferral ordinance	.1	N/A	June 2020	CDRA/General Fund
2.6	Analyze options for missing middle income households along with the traditional affordability levels of very low and low income housing needs, including but not limited to deed restrictions for employee housing and housing credit programs	.2	N/A	June 2020	CEO and CDRA/General Fund
2.7	Analyze and implement primary residence deed restriction program for eastern Placer County	.2	TBD	June 2020	CDRA/General Fund
2.8	Promote and conduct outreach to owners of Housing Opportunity Sites	.1	N/A	June 2020	CDRA/General Fund
2.9	Assess potential viability of Workforce Housing Banking Policy	.1	N/A	June 2020	CDRA/General Fund

*Net new County costs

Housing Element Performance Goal(s): A, B, C, D, E, F, and H

Component 3—Funding and Resources

	Task	Est. FTE	Est. Costs	Est. Timeline	Responsible Agency/ Funding Source
3.1	Final In-Lieu fee recommendation for Board adoption	.05	N/A	September 2019	CDRA/General Fund
3.2	Development and Board approval of an Affordable Housing Financing and Investment Strategy that identifies acceptable criteria for funding and thresholds required to be met*	.2	\$25,000	August 2019	CEO and CDRA/General Fund

3.3	Update the Tourism Master Plan with a housing chapter to identify Transient Occupancy Tax revenue for housing projects and programs in eastern Placer County	.03	N/A	October 2019	CEO/General Fund & TOT
3.4	If Tourism Business Improvement District is approved, consider extending existing 2% eastern Placer County TOT indefinitely with no sunset, per Board approval, and continue discussions with NLTRA on possible release of TOT contract funding to be utilized for TMP priorities, to include housing	.2	N/A	December 2019	CEO/TOT & Private Revenue Sources
3.5	Assist affordable housing developers with local, state, federal and private grants and funds necessary for gap financing for PCGC site	.02	N/A	June 2020	CEO & CDRA/General Fund, DFM
3.6	Submit applications to CDBG, HOME, Infill Infrastructure, etc. in support of affordable housing development	.02	N/A	June 2020	State HOME Program, CDBG, HOME, Infill
3.7	Secured funding for housing for 10-20 homeless individuals with disabilities using private philanthropy and MHSA funds; housing to be secured	.05	N/A	June 2020	HHS/Sutter Health Foundation, DFM
3.8	Work with private sector and foundation stakeholders to assess establishment of financing structures such as private housing trust(s) or land bank(s)	.02	N/A	June 2020	CEO/CDRA/Private Sector Stakeholders
3.9	Seek to identify existing or new potential public and private capital sources to fill housing project gap financing needs	.02	N/A	June 2020	CEO/CDRA/Public and Private Stakeholders
3.10	Contract for on-call consultant to provide site specific Pro Forma to determine profitability, development capacity, and marketability ranking to assess potential investment priorities	.05	\$10,000/year	Ongoing	CDRA/General Fund
3.11	Continue to implement County First Time Homebuyer program, Housing Rehabilitation program, and other related programs as funding is available	.5	\$500,000/Grant Cycle	Ongoing	CDRA/General Fund
3.12	Complete purchase of Nahas property for potential Dollar Creek Crossing	.1	\$1M Gap	November 2019	DFM, CEO
3.13	Assist affordable housing developers with local, state, federal and private grants and funds necessary for gap financing for the Dollar Creek Crossing project	.02	N/A	Ongoing	CEO & CDRA/General Fund, DFM
3.14	Complete developer agreement for Dollar Creek Crossing	.2	N/A	November 2019	CEO/DFM
3.15	Sell County-owned property in South Placer, deed restricted for 25% of homes as affordable (Saber City)	.1	N/A	September 2019	CDRA, DFM

*Net new County costs

*** Possible Ongoing Funding Sources:** Federal: Mental Health, National Housing Trust; State: Community Development Block Grant, HOME Investment Partnership Program, Affordable Housing and Sustainable Communities, Affordable Housing Program, Golden State Acquisition Fund, Infill Infrastructure Grant; Local: Martis Fund, Housing Trust Fund, Capital Reserves, mPower, Transient Occupancy Tax, In-Lieu Fee, General Fund; Bond Financing, Redevelopment Property Tax Trust Fund

Housing Element Performance Goal(s): A, B, C, D, E, F, and H

Board of Supervisors, August 27, 2019

Component 4—Legislative Advocacy, Strategic Relationships, Community Engagement

	Task	Est. FTE	Est. Costs	Est. Timeline	Responsible Agency/ Funding Source
4.1	Update County's Legislative Platform to focus state and federal increases in resources and reduce constraints to the development of affordable housing projects (e.g. Department Fish and Wildlife wetlands, CEQA, etc.)	.05	N/A	January 2020	CEO/General Fund
4.2	Financial Commitment to the Mountain Housing Council	N/A	\$50,000	Summer 2019	CEO/General Fund
4.3	Prepare "Building an ADU" guidebook and marketing/outreach	.1	\$10,000	October 2019	CDRA/General Fund
4.4	Allocate Housing Unit staff resources to support initiatives of the Mountain Housing Council	.33	N/A	Ongoing	CEO, CDRA, & DPWF/General Fund
4.5	Track and share annual report of performance measures for the Critical Success Factor of "Diversity of Achievable Housing Throughout County" approved by the Board in its Strategic Plan	.01	N/A	Ongoing	CEO, CDRA, General Fund
4.6	Work with PIO to increase media news and updates on Housing projects and programs and prepare Placer County Housing outreach and public awareness and promotion plan	.2	\$25,000	Ongoing	CEO & CDRA/ General Fund
4.7	Expand County website to include housing program information, number of housing units developed, copies of public notices, project pages and "Fact Sheets" for each program or project	.01	N/A	Ongoing	CEO & CDRA/ General Fund
4.8	Work regionally with stakeholders such as SACOG, local and regional cities and counties, GSEC, BIA, Realtors Association, and the Community Foundations to ensure an appropriate cross section of interests are represented and solutions are supportive of regional housing needs	.02	N/A	Ongoing	CEO & CDRA/ General Fund
4.9	Prepare "Building an ADU" guidebook and marketing/outreach	.1	\$10,000	March 2020	CDRA/General Fund
4.10	Develop and monitor draft Strategic Plan Performance Measures to monitor progress on creating "Diversity of Achievable Housing throughout the County."	.02	N/A	Ongoing	CEO, CDRA/ General Fund

*Net new County costs

Housing Element Performance Goal(s): A, B, C, D, E, F, and I